



Michigan Supreme Court

State Court Administrative Office
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MEMORANDUM

DATE: June 10, 2011

TO: Circuit and Probate Court Judges
cc: Circuit and Probate Court Administrators
Family Division Administrators
Probate and Juvenile Registers
Circuit Court Clerks
Case Management System Providers

FROM: Laura Hutzel

RE: Permanency Indicators Report (PIR)

The State Court Administrative Office (SCAO) is implementing a new reporting requirement for the family division of circuit court. The Permanency Indicators Report (PIR) was designed to capture hearing and trial data regarding children who have been removed from their homes. SCAO will use these data to prepare a statewide report for the Legislature as required by MCL 712A.22. A memo distributed November 18, 2010, provides the implementation schedule and is available on the web at: <http://courts.michigan.gov/scao/resources/publications/reports/PermanencyIndicatorsReport.pdf>.

At this time, case management system providers should review the reporting forms and instructions, available at <http://courts.michigan.gov/scao/resources/publications/reports/PIR2011.pdf>, and begin programming their systems. Court staff should begin entering the relevant hearing and trial data into case management systems by January 1, 2013. The first annual report, for 2013, is due January 30, 2014.

As part of the implementation process, SCAO will (1) distribute sample output reports that programmers can develop, (2) provide training to court staff for this new report, and (3) develop the PIR application on MCAP. As with other MCAP applications, courts will have the option to manually enter or electronically upload the annual report.

Courts and case management providers are encouraged to contact Trial Court Services with questions or comments about the programming requirements. Please send these questions or comments to Jennifer Warner (warnerj@courts.mi.gov) or Amy El Garoushi (elgaroushia@courts.mi.gov).